

Alabama DEPARTMENT OF HUMAN RESOURCES

Emergency Welfare Services Disaster Response Plan





Department of Human Resources

Table of Contents

Disaster Plan
Shelters
General Population Shelters
Medical Needs Shelter
Junior Colleges, State Planned Hurricane Shelters Map
Medical Needs Shelter Memorandum of Understanding
Questions and Answers regarding Shelter Policy10
State of Alabama Functional Assignments
Emergency Support Function #6 (Mass Care, Housing, and Human Services) 15
DHR Emergency Response Plan
Letters Regarding Disaster Issues28
DHR Evacuee Shelter Policy
Alabama Voluntary Organizations Active in Disaster- Members and Resource Listing Attachment I
Additional Information & Frequently Used Numbers
Alabama Department of Human Resources 2006 Hurricane Preparedness Attachment II



Department of Human Resources

Disaster Plan

The Alabama Department of Human Resources is primarily responsible for coordinating the mass care function in a specific disaster whether natural or human caused under the National Incident Management System (NIMS). This is also known as Emergency Support Function 6 (ESF-6). For a detailed description of the responsibilities associated with the mass care function (ESF-6), please refer to page 15 of this document.

County Departments of Human Resources are responsible for specific disaster functions as determined by the Department and their relationship to the individual disaster. Elements of locals plans may differ but each plan will adhere to Emergency Support Function-6. In Planning for an effective response to disaster conditions, the Department works closely with public and private segments of the community to ensure human suffering will be kept to a minimum.

Upon receiving the activation request from the AEMA Director, the Emergency Management Coordinator is alerted and instructed when to report to the State Emergency Operations Center. The Commissioner meets with the management team to discuss the appropriate Departmental response.

In order to accomplish this task, the Department does the following:

State

- Reviews the State Plan with the Management Team
- Meet with County Directors via Conference Call
- Collect facts pertaining to existing or pending disaster relating to mass care
- Plan distribution and allocation of state resources in support of the mass care mission
- Activate DHR Emergency Response Plan
- Coordinate a state mass care response
- Coordinate the opening and closing of Shelters

County

- Review Plans
- Select Shelter Teams
- Prepare for Deployment to Shelters
- Network with local external agencies in preparing an appropriate response
- Begin planning for recovery activities

July 21, 2006



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SHELTERS



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GENERAL POPULATION SHELTERS



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GENERAL POPULATION SHELTERS

Activation of staff needed to staff general population shelters will begin when the Governor or the Alabama Emergency Management Agency declares that shelters will be opened due to a need existing within the state. The method for opening the shelters will vary from county to county depending upon the local mass care agreements. DHR staff will staff only those shelters approved and meeting the American Red Cross Shelter guidelines.

Duties in General Population Shelters include, but are not limited to the following:

- Opening Shelter
- Maintaining custody of keys to the facility
- Provide training and assign staff
- Registering evacuees
- Completing necessary forms and paperwork
- Overseeing the general operation
- Coordinating with security and building personnel where applicable
- Identifying and addressing situations which require special attention

The Department of Human Resources staff shall not perform any duties related to medical assistance or any other duties outside the line and scope of their employment as indicated above. DHR staff members are not obligated and shall not perform any duties relating to medical assistance.

Should the Governor order a mandatory evacuation of a county, or portion of a county, due to a disaster declaration, DHR staff will still be required to staff emergency shelters in those counties. The local EMA staff will be responsible for ensuring that the shelters are safe for occupancy under the disaster conditions.

Any request from local officials not meeting the criteria above should be cleared with the Commissioner of DHR or his designee.



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MEDICAL NEEDS SHELTERS



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Medical Needs Shelters

The Medical Needs Shelter is a shelter of last resort during emergency conditions for persons with physical and/or mental conditions requiring medical/nursing oversight who cannot be accommodated in a general population shelter. The Medical Needs Shelter is housed in a secure facility with sustainable power, water, sanitation, and limited food service.

The Alabama Department of Public Health is the lead agency in providing for the medical needs of the Medical Needs Shelter patients, caregivers and staff. The Alabama Department of Human Resources is responsible for coordinating the overall operations of the nonpublic health/medical aspects of the shelter. The State Emergency Management Agency and other partner agencies work closely with other aspects of the shelter operation.

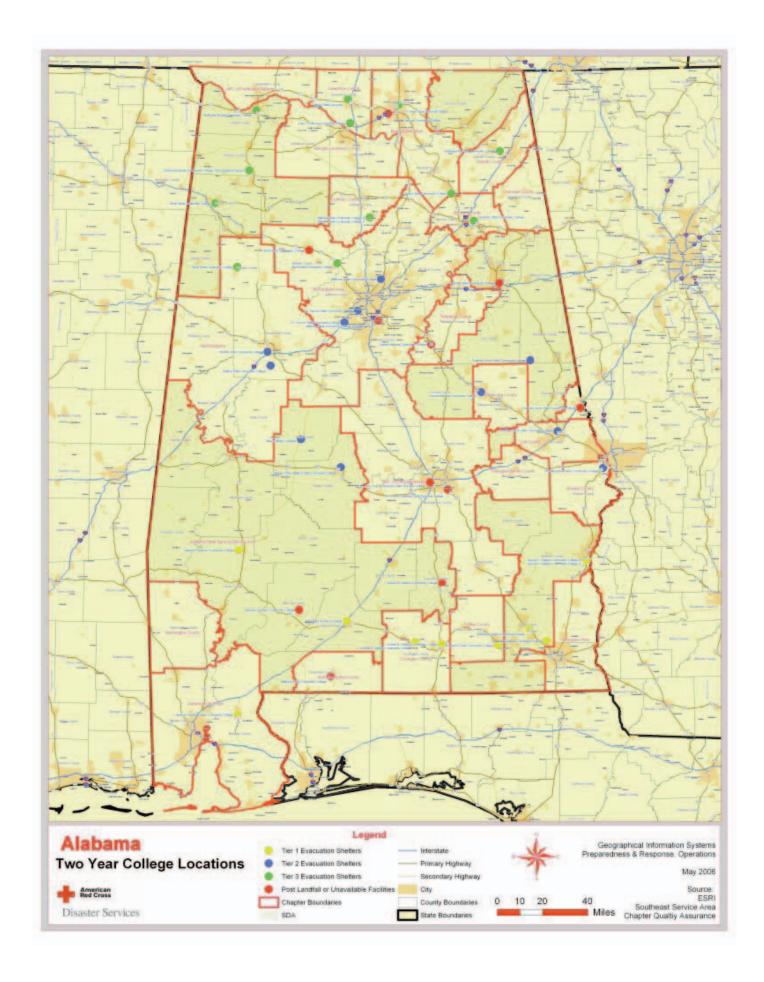
Duties in Medical Needs Shelters include, but are not limited to the following:

- Opening Shelter
- Maintaining custody of keys to the facility
- Provide training and assign staff
- Coordinating with Alabama Department of Public Health to ensure that only appropriate evacuees are admitted
- Registering evacuees
- Completing necessary forms and paperwork
- Overseeing the general operation
- Coordinating with security and building personnel where applicable
- Identifying and addressing situations which require special attention

The Department of Human Resources staff shall not perform any duties related to medical assistance or any other duties outside the line and scope of their employment as indicated above. DHR staff members are not obligated and shall not perform any duties relating to medical assistance.

Should the Governor order a mandatory evacuation of a county, or portion of a county, due to a disaster declaration, DHR staff will still be required to staff emergency shelters in those counties. The local EMA staff will be responsible for ensuring that the shelters are safe for occupancy under the disaster conditions.

Any request from local officials not meeting the criteria above should be cleared with the Commissioner of DHR or his designee.





Department of Human Resources

The Memorandum of Understanding for the Medical Needs Shelters signed by all agency heads is entered below:

06-241

Alabama Department of Public Health Medical Needs Shelters

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING is entered into by and between the Alabama Department of Public Health (ADPH), hereinafter referred to as "Department" and the Alabama Emergency Management Agency (EMA), the Alabama Department of Human Resources (DHR), the Alabama Department of Mental Health and Mental Retardation (DME/MR) and the American Red Cross (ARC) for the purpose of establishing the responsibilities of each agency in the operation of Medical Needs Shelters within the State of Alabama. This MOU is effective upon signature and continues until revoked by written notice and may be amended by written agreement of both parties.

WHEREAS, During emergency events citizens of Alabama with certain medical conditions may need assistance in maintaining pre event levels of health; and,

WHEREAS, The signatory agencies of this agreement have designated responsibilities under the State Emergency Operations Plan (EOP) and obligations to the citizens of the state;

NOW THEREFORE, the below signed parties hereto covenant as follows:

ADPH will assure: medical care and equipment including, but not limited to, medical staff, emergency medical services, medical supplies, medical records and archiving of records, cots/beds for medical patients, linens for medical beds, safety staff, social services, cleaning of medical care areas, and disposal of medical waste.

DHR will assure: facility management and food service including, but not limited to, arranging MOU's with facilities, arranging for opening and closing of physical facility, facility management including all systems and maintenance, cleaning of interior and exterior of non medical areas, general food services for shelter staff, patients and families, and social services. **DHR** will not provide special meals for patients with specific dietary needs.

EMA will assure: final site selection after coordination with ADPH, shelter security, backup power, cots for staff and patient families, and communication equipment.

DMH/MR will coordinate: care for patients with mental health/mental retardation issues, including but not limited to, staff, equipment and supplies as needed.

Local Units of ARC, at the request of the proper Alabama Department of Public Health or Alabama Department of Human Resources, may provide limited feeding support, provided resources are available for such support without interfering with other service delivery. This feeding support will be the same as other recipients of American Red Cross feeding operations. American Red Cross workers cannot deliver food when weather conditions make travel dangerous.

Alabama Department of Public Health Medical Needs Shelters March 2006 1



Department of Human Resources

06	S-241
Entered into by signature below: State Health Officer	Date 6 60C
Alabama Department of Public Health Commissioner Alabama Department of Human Resources	Date 4/6/06
Director Alabama Emergency Management Agency	Date <u>May 15, 2006</u>
Commissioner Commissioner	Date 4-17-06
Alabama Department of Mental Health/Mental	Retardation
Director of Preparedness and Response American Red Cross Southeast Service Area	Date 3/24/06
	APPROVED ASTO FORM AND COMPLIANCE WITH APPLICABLE RULES & REGULATION
	OFFICE OF GENERAL COUNGEL

Alabama Department of Public Health Medical Needs Shelters March 2006



Department of Human Resources

QUESTIONS AND ANSWERS REGARDING SHELTER POLICY

1. Liability of county directors in the assignment of staff to work in shelters during a disaster.

Answer

DHR County Directors and other DHR workers, acting within the line and scope of their employment, would be covered by the Alabama Liability Trust Fund if they were sued by another DHR worker, or a person staying in a shelter, who was injured during a disaster. Additionally, Alabama Code Section 31-9-6 provides immunity from liability for state employees working in a disaster situation when there is a "Declared Emergency" by the Governor, except for actions involving willful misconduct, gross negligence, or bad faith.

2. Lawsuits will be filed when workers are assigned and someone is hurt while working in the shelter.

Answer

See answer above.

3. It was believed that Personnel did not think that we will be able to force staff to work in shelters during disasters. Was this resolved by this policy statement?

Answer

DHR employees will be required to work in shelters during disasters. If the shelter is located in an area that is designated for a mandatory evacuation, DHR workers will still be required to work in the shelter if they can do so safely. This decision will be made based on many factors including the anticipated intensity of the storm, the location of the shelter, the shelter's ability to withstand the anticipated winds, etc.

4. If a mandatory evacuation is ordered, who besides DHR will remain in the county?

Answer

In the event of a mandatory evacuation, local EMA directors will man shelters of last resort.

5. Do we have EMA shelters anywhere in the state? Does this policy do away with our involvement with Red Cross Shelters? Do we not staff Red Cross Shelters? If so has this been communicated to Red Cross?



Department of Human Resources

Answer

- A. Local EMA directors can and have opened shelters in the state without Red Cross involvement.
- B. This policy does not supplant existing policy in relationship to Red Cross.
- C. Staffing of Red Cross or any other shelter depends upon the understanding of the local mass care agreement, and the understanding of the local coordinating committee.
- D. N/A

6. Will the State EMA order local EMA to open shelters?

Answer

The State EMA can request local EMAs to open shelters, but since each EMA director reports to a local governmental entity, they can choose to respond in accordance with that body's wishes.

7. Is the work in shelters a condition of employment? Should it be included in job descriptions and put on performance evaluations?

Answer

Work in shelters is a condition of employment; it is included in the class specifications as "performs related work as assigned"

8. How will workers be compensated? Will staff receive hazardous duty pay?

Answer

- A. Employees will be compensated in accordance with State Personnel Policy.
- B. The State Personnel Board does not authorize hazard duty pay.
- 9. It appears our duties are much greater than in the past when we assisted in Red Cross Shelters. We need training as well as staff to know what our job responsibilities are to be. Who will be responsible for feeding, etc. in an EMA shelter?

Answer

- A. Duties remain the same as always, however, individual counties might experience changes due to the changes in the response from Red Cross. (DHR must be present if Red Cross elects not to participate). Training is available by request through the Red Cross.
- B. The local coordinating committee will determine individual functions in the shelters. Those coming into the shelters are requested to bring a 72 hour food supply, or special dietary needs. The local EMA can request food support from the State EMA.



Department of Human Resources

10. How will we know that EMA Shelters have been inspected and meet the correct criteria for disasters? Some shelters are not safe.

Answer

The State EMA is working with local EMA directors to ensure that designated shelters have been inspected. The Red Cross has been asked to assist in this endeavor.

11. Disciplinary action should be clearly outlined for all counties as to what action will be taken. Rumors have indicated that staff will leave during mandatory evacuation to protect themselves and families. What disciplinary action will be taken?

Answer

Disciplinary action will be taken in accordance with personnel policy and the departmental policy on emergency.

12. It has been shared that local Health Dept. employees have to sign a statement that they understand they must report to the shelters at the appointed times or they will be dismissed from their job. It is a condition of employment. Are we saying that this is a condition of employment?

Answer

As previously stated, work in shelters is a condition of employment.

13. Who's responsibility is it to locate the facility for the regular shelter or medical needs shelter?

Answer

The local EMA director locates the facilities that will be used for regular shelters. Medical Needs Shelters are selected and designated by the State EMA.

14. Who will train us to train the staff on things like knowing who are the "appropriate evacuees" to allow in a medical needs shelter?

Answer

The Alabama Department of Public Health evaluates evacuees to determine those that are appropriate for admission to Medical Needs Shelters.

July 21, 2006



Department of Human Resources

15. Since there was no mention of Red Cross, were these instructions only to pertain when we are working in non-Red Cross regular shelters?

Answer

The policies were general and did not address Red Cross. The Department can't establish policy for or speak for the Red Cross.

Additional Comments:

It is important that a clear line of authority for DHR employees be established in the shelters. Every employee who is working in the shelter should know who he or she reports to while working at the shelter. A DHR employee should be designated as the employee in charge of the shelter for each shift and this information should be posted in the shelter.





Department of Human Resources

TAB A. State of Alabama Functional Assignments	Support		ns/Information	Engineering		ement	ng, and Human	and Logistics	Medical	Rescue	ıs Materials			1 Security	zation, wery and	
P = Primary S = Support C = Coordinating	Emergency Support Function	1. Transportation	Telecommunications/Information Technology	Public Works & E	Fire Fighting	5. Emergency Management	Mass Care, Housing, and Human Services	7. Resource Support and Logistics Management	8. Public Health and Medical Services	9. Urban Search and Rescue	10. Oil and Hazardous Materials Response	Agriculture	Energy	13. Public Safety and Security	Economic Stabilization, Community Recovery and Mitigation	External Affairs
State Agency		1.	2. 7	3.]	4. 1		6.1		8.1	9.1	10.	11.	12.]		14.	15.
ABC						S		S						S		
ACJIC						S		S					D	S	C	
ADEM		S		S		S S		S			D	C	P		S	
ADEM AEMA		S	P	D	S	P	S	P	S	P	P	S	S		S	S
		S	Г		S	S	Ö	S	S)	r	S	P	S		S	S
Agriculture and Industries Alabama Power Company		N N			N C	S		S			N C	Ι	S		S .	S
Alabama Sheriff's Association						S		S		S			ا د	S		S
American Red Cross						S	S	S		ט				D .		S
Board of Funeral Services						S	D .	S	S	S						D
Board of Pardons and Paroles						S		S		Σ				S		
Civil Air Patrol		S	S			S		S		S						
Dept. of Conservation		S	S	S	S	S		S		S	S			S		
Dept. of Corrections		S	S	S	S	S		S		S				S		
Dept. of Education						S	S	S				S				
Dept. of Forensic Sciences						S		S	S	S						
Dept. of Homeland Security			S			S		S						S		S
Dept. of Human Resources						S	P	S	S			S	S		S	
Dept. of Mental Health						S	S	S	S							
Dept. of Public Health				S	S	S	S	S	P		S	S				S
Dept. of Public Safety		S	S		S	S		S	S	S	S		S	P	S	S
Dept. of Senior Services						S	S	S								
Dept. of Transportation		P	S	P	S	S	S	S		S						
Emergency Alert System			S			S		S								S
Finance Department			S			S		S					S		S	
Forestry Commission			S	S	P	S		S		S				S		
Governor's Office						S		S					S		P	P
Insurance Dept.					S	S		S			S					
LPG Board		S				S		S			S		S			
Military Department			S	S	S	S	S	S	S	S		S	S	S	S	S
Public Service Commission						S		S					S	S	S	
RACES/ARES			S			S		S								
Rural Electric Co-ops						S		S					S			
Tennessee Valley Authority						S		S					S			



Department of Human Resources

Emergency Support Function #6 Mass Care, Housing, and Human Services

Primary Agencies: Alabama Department of Human Resources

Support Agencies: Alabama Emergency Management Agency

American Red Cross Military Department

Department of Public Health Department of Education

Department of Mental Health and Mental Retardation

Department of Senior Services Department of Transportation

I. Introduction

A. Purpose

- 1. Emergency Support Function (ESF) #6 –Mass Care, Housing, and Human Services supports State, local, and Tribal governments, and voluntary agency efforts to address the mass care, housing, and human services needs of individuals and/or households impacted by Incidents of National Significance, disasters, and emergencies.
- 2. This ESF has three primary functions: mass care, housing, and human services. The primary functions of ESF #6 include:
 - **a.** Mass Care: This function includes coordinating the delivery of mass care services to disaster victims including:
 - (1) Providing emergency sheltering, feeding, and emergency first aid,
 - (2) Establishing systems to provide bulk distribution of emergency relief supplies, and
 - (3) Collecting information to operate a Disaster Welfare Information (DWI) system to report victim status and assist in family reunification.
 - b. Housing: This function provides short-term and long-term housing



Department of Human Resources

assistance to disaster victims by:

- (1) Assisting in the identification of disaster victims,
- (2) Identification of housing resources in the impacted area,
- (3) Coordinating situation assessments to project short or long-term housing needs, and
- (4) Coordinating and assisting in the identification of resources victims may need to begin their recovery efforts.
- c. Human Services: This function supports assistance for the immediate personal needs of the disaster victims such as supporting the following:
 - (1) Crisis counseling and mental health services,
 - (2) Mail services,
 - (3) Disaster unemployment assistance,
 - (4) Social Security and Veteran Affairs benefits,
 - (5) Voluntary agencies coordination.

This function provides guidance on the coordination of voluntary organizations, private not-for-profit organizations, Citizen Councils, Community Organizations Active in Disaster (COADs), national, regional, State, local, and Tribal Voluntary Organizations Active in Disaster (VOADs), community-based organizations (CBOs), faith-based organizations (FBOs), and other collaborative associations.

B. Scope

- 1. The policies and concepts of this annex apply to State departments and agencies and the American Red Cross (ARC) following an Incident of National Significance or other emergencies or disasters.
- 2. The type and focus of ESF #6 support may vary depending on the magnitude and type of event, and the stage of the response and recovery efforts.
- 3. This annex promotes individual and household response and recovery efforts



Department of Human Resources

based on the disaster or incident priorities to include economic assistance and other services for people who were impacted by the disaster.

a. Mass Care Function

- (1) Coordinates State and Federal resources that support mass care services to disaster victims as part of a broad program of relief. Also coordinates and gathers information related to sheltering and feeding operations in the disaster-impacted area.
- (2) Provides emergency shelter for disaster victims including the use of pre-identified shelter sites in existing structures; creation of temporary facilities or shelters; and use of similar facilities outside the affected area, should evacuation be necessary.
- (3) Provides feeding to victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk distribution of food. Such operations are based on sound nutritional standards and include the consideration of victims with special dietary needs.
- (4) Provides emergency first aid to victims and workers at mass care facilities and at designated sites within the impacted area. This service is supplemental to emergency health and medical services.
- (5) Collects and provides information regarding individuals residing within the affected area to immediate family members outside the affected area through a Disaster Welfare Information (DWI) system. Also provides DWI to aid in reunification of family members within the affected area who were separated at the time of the disaster.
- (6) Establishes sites within the affected area for bulk distribution of emergency relief items.

b. Housing Function

- (1) Identifies the various factors that could impact the housing mission and develops a plan of action to provide housing assistance in the most effective, expedited, and efficient manner available.
- (2) Identifies housing needs and works to develop and implement short- and long-term housing solutions for victims.
- (3) Provides information on housing assistance available in the form



Department of Human Resources

of grants, rental assistance, temporary housing, and/or loans for the restoration of primary residences.

c. Human Services Function

- (1) Supports a coordinated system to address victims' disaster-related recovery efforts through crisis counseling and other supportive services.
- (2) Coordinates with the local jurisdictions to assess the situation and determine the appropriate use of available resources.
- (3) Coordinates and identifies special needs populations within the impacted area to include people who are elderly, non-English speaking people, and people with disabilities.
- (4) Coordinates efforts to support voluntary organizations responding to incidents.
- (5) Works with the local, State and Tribal governments, and others to coordinate collecting, processing, and distributing donations; manage spontaneous volunteer issues, and supervise volunteer workers.
- (6) Assists communities with immediate, short- and/or long-term counseling for individuals, households, and groups dealing with the anxieties, stress, and trauma associated with an Incident of National Significance or other emergencies.
- II. Policies: The underlying principles for the role of the State Government and the ARC operating at the State, Local, Tribal, or field level include:
 - A. Activating, as needed, in anticipation of, or immediately following, a disaster emergency, or wide spread incident.
 - B. Implementing mass care, housing activities and human services programs without regard to economic status, racial, religious, political, ethnic, or other affiliation.
 - C. Supporting all ESF #6 activities and services in accordance with existing State and Federal statutes, rules, and regulations.



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- D. Supporting State and Federal agencies providing response and recovery assistance under independent authorities to the State, local, and Tribal governments, individuals, and the private sector.
- E. Coordinating activities and assessments to determine need for additional assistance through the ESF.
- F. Assigning staff support to ESF #6 to work in accordance with parent agency policies and procedures.
- G. Coordinating recovery and mitigation assistance to provide efficient and effective response and recovery benefits, ensure that duplicate benefits are not awarded. and to support State, local, and Tribal planning efforts.

III. Concept of Operations

A. General/Overview

- 1. An Incident of National Significance or other significant event may severely damage or disrupt access to homes, businesses, transportation systems, communication systems, etc., throughout the impacted area. Initial response activities focus on meeting urgent needs of disaster victims on a mass care basis.
- 2. During response and recovery activities, ESF #6 provides support based on incident-related needs and priorities.
- 3. Requests for assistance are channeled from local jurisdictions through a designated State liaison to ESF #6 for action.
- 4. Recovery efforts are initiated concurrently with response activities.
- 5. Emergency management agencies and volunteer organizations coordinate response and recovery efforts.

B. Organization

1. State

a. Response operations for an Incident of National Significance or other significant event normally begin when the Emergency Operations Plan (EOP) is implemented.



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- b. AEMA selectively activates ESFs based on the nature and scope of the incident and the State resources required to support County, local, and Tribal responses.
- c. ESF #6 Primary and Support Agencies are available on a 24-hour basis for the duration of the emergency response period.
- d. ESF response includes deployment of staff with State Emergency Response Team (SERT) to the State Emergency Operations Center (SEOC) at the AEMA building in Clanton, Alabama.

2. Local

- a. The local-level response structure comprises representatives on the Regional Support Team (RST) and representatives on the SERT-A, when deployed. When fully operational, the regional-level response structure includes the ESF #6 section in the JFO, and Disaster Recovery Centers (DRCs).
- b. Activities in the region commence with the activation of an RST by the AEMA Director. When it is determined that Federal response and recovery assistance is required, a request for deployment of Federal assistance to the incident response location is initiated.
- c. Liaisons to other ESFs and/or related functions are identified and deployed by their respective agencies or departments.
- d. As the JFO becomes operational, regional ESF #6 activities transition from the SERT-A and RST to the JFO, as necessary.
- e. Liaisons from Federal support agencies are available to the ESF #6 section at the RRCC and JFO as necessary, on a 24-hour basis for the duration of the emergency response period.

C. Actions

1. Prevention

- a. Hazard Mitigation is incorporated into recovery actions.
- b. Primary and support agencies adhere to EOP reporting req
- 2. Preparedness. The ESF #6 primary and support agencies ensure qual-



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ified members are recruited and trained prior to deployment. ESF #6 members participate in State and local response and recovery exercises.

3. Response

- a. State ESF #6 response structure:
 - (1) Assesses the situation and forecasts response needs,
 - (2) Provides technical assistance to the local ESF #6 section and SEOC,
 - (3) Coordinates resource requests with State support agencies and SEOC, and
 - (4) Validates resource requests from the local ESF #6 section.

b. Local ESF #6 section:

- (1) Establishes communications with the AEMA ESF #6 response structure,
- (2) Assesses the situation and determines the adequacy of response activities,
- (3) Provides technical assistance to support incident priorities,
- (4) Validates requests for resources.
- (5) Manages the State assistance request process.
- (6) Provides reports to the State ESF #6 response structure and JFO, and
- (7) Anticipates future requirements.
- 4. Recovery. State ESF#6 staff will continue to coordinate furnishing shelter and support to persons displaced during the event until such time that they are able to return to the affected area(s).

IV. Responsibilities

A. Primary Agency: Department of Human Resources



Department of Human Resources

- 1. Provide leadership in directing, coordinating, and integrating overall State efforts in responding to mass care, housing, and human services needs.
- 2. For the purposes of the EOP the American Red Cross functions as a Federal agency in coordinating the use of Federal mass care resources.

3. Agency:

- a. Alabama Department of Human Resources (DHR). The Alabama Department of Human Resources is the lead for recovery activities, including housing and human services. DHR provides ESF #6 staff at recovery locations to manage the housing and human service programs.
- b. American Red Cross. The ARC is the lead support agency for ESF #6 mass care activities. When the SEOC is activated, the ARC will provide staff to ESF #6 assignment locations at the SEOC.
- c. Transition. As incident priorities transition from response to recovery the AEMA ESF #6 Recovery personnel augment the ARC ESF #6 response personnel and accomplish a coordinated transfer of operation support/mission execution.
- d. Deactivation. As the ESF #6 Recovery staff begins to address recovery-related issues, the ARC ESF #6 staff is deactivated.

C. Support Agencies

1. Department of Public Health.

- a. Assist, through ESF #8, in locating health and welfare workers to augment personnel assigned to shelters. ESF #8 will have primary responsibility for providing medical staff to special needs units, when the local resources have reached their maximum capacity (including special needs shelters).
- b. Provide technical assistance for shelter, feeding, and warehouse operations related to food, vector control, water supply, and waste disposal.
- c. Assist in the provision of medical and first aid supplies for shelters and first aid stations.

2. Department of Education.

a. Provide for the use of facilities and staff to assist emergency services operations.



Department of Human Resources

- b. Provide for use of commodity foods through Child Nutrition Program.
- c. Assists with rehabilitation of disaster victims.
 - Provide continued evaluation to current rehabilitation services clients who become disaster victims.
- 3. Department of Mental Health. Provides mental health services and crisis counseling for victims, on a short and long-term basis.
- 4. Alabama Emergency Management Agency. Provides planning and coordination assistance
- 5. Military Department: When directed by the Governor provides building space, supplies for emergency shelters, equipment and personnel for mass feeding, and potable water and ice. These resources (personnel, equipment, and supplies) are furnished in the absence of other national disaster system resource capabilities.

V. Authorities and References

A. American Red Cross Legal Authorities

- Title 36, Section 2 of the United States Code (January 5, 1905).
- Title 36, Section 1 of the United States Code Annotated (May 8, 1947).
- Public Law 93-288, Robert T. Stafford Disaster Relief and Emergency Assistance Act (1974).
- Public Law 100-707, Robert T. Stafford Disaster Relief and Emergency Assistance Act as amended (November 23, 1988).
- American Red Cross Charter enacted by the U.S. Congress, act of 1905.

B. Independent Authorities

ESF #6 does not supplant existing plans or existing authorities that have been developed for response incidents under American Red Cross statutory authorities other than the Robert T. Stafford Act.

Support agencies which have their own authorities and funding to respond to disaster situations will respond initially under those statutory authorities, which will take precedence over the authorities provided under the Robert T. Stafford Act.



Department of Human Resources

C. State Authorities.

- Alabama Emergency Management Act, Code of Alabama Sec, 31-9-1
- Governor's Executive Order # 15, Gov Folsom, dated Feb 15, 1994



Department of Human Resources

DHR EMERGENCY RESPONSE PLAN

March 14, 2006

General

DHR sends a team of emergency responders from each of the five districts and State Offices as specified. Further, the response is three-tiered, with the first tier being the "first in" after a disaster and the second tier being second sent and so on. Initially, directors of state and county units will attempt to get volunteer first-responders. If the number of volunteers is not sufficient, then directors will assign additional staff members to all tiers as needed to meet their total assigned responders.

The first-tier responders will be sent to their assigned destinations to fulfill mass care duties, and directors will prepare to send second and third tiers depending on the seriousness of the disaster (the second and third tiers will be relief for the first tier so they may return home; and/or the additional tiers will be part of disaster recovery operations such as taking and processing emergency food stamp applications, etc.).

All directors should brief their counties on this plan and make general preparations to communicate and fill their quotas in the event of a disaster. But the actual names of first responders are not submitted until the "First Responder Name Call" as specified. This provides each director with flexibility during the unfolding of an actual disaster event.

Preparation and Review of Plan

Five geographical districts are responsible for supplying first-tier responders in the event of an emergency (see the list below for the planned number per county). The State Office will supply 18 first-tier responders. Second and third tier responders are allocated in a similar fashion so each county and State Office director knows the long-term response required during a prolonged disaster and disaster recovery.

The Deputy Commissioner for Field Administration will, at least once annually, review the planned county allocation of responders and assure the county is briefed to remind employees of the job requirement to participate in disaster response and recovery.

Requirement to Respond and Employee Compensation

In accordance with Emergency Support Function (ESF) #6 – Mass Care, DHR staff are declared essential personnel whenever the Alabama Emergency Management Agency orders regular and medical-needs shelters to be opened during a disaster declared by the Governor. Therefore, DHR employees must accomplish all tasks during the disaster



Department of Human Resources

and disaster recovery periods when assigned by their director. Employees who fail to accomplish the assigned duties will be subject to discipline.

The Department will arrange for pre-approval of Overtime Pay through the State Personnel Board to compensate employees during disaster response situations. Then, when the Governor declares a state of emergency, responding DHR employees who work over forty hours per week will be eligible for pay in accordance with that ruling.

Actual Disasters

WITH WARNING

As soon as FEMA can predict a reasonable chance of date-time-location impact on Alabama soil, the Deputy Commissioner for Field Administration (or his designee) will announce the First-Responder Name Call.

County and State Office directors will furnish their required number of first-responder names to the Office of Field Administration within 24 hours. The Deputy and DAS's will decide requests for reallocation of county responses if they occur.

As the situation unfolds, the Deputy will communicate the response required from the district where the disaster will likely occur, as well as the other districts, and assign destinations for other district's first-responder teams.

The process will continue with a "Second-Responder Name Call" and so on if second and third tier responses are needed.

WITHOUT WARNING

The Deputy (or his designee) will be responsible for issuing the First-Responder Name Call to districts chosen to respond. County Directors will furnish responder names within 48 hours and assigned destinations and duties will then be communicated by the Deputy or his designee.



Department of Human Resources

Districts Showing Number of First-Responders Planned per County

Total First Responders = 201

District One [36]								
	Blount DeKalb Lawrence Morgan	[2] [2] [2] [4]	Cherokee Franklin Limestone Winston	[1] [2] [3] [1]	Colbert Jackson Madison	[2] [3] [5]	Cullman Lauderdale Marshall	[3] [3] [3]
			Dist	rict Tu	vo [35]			
	Autauga Cleburne Lee Tallapoosa	[2] [1] [4] [3]	Calhoun Coosa Montgomery	[4] [1] [5]	Chambers Elmore Randolph	[3] [2] [1]	Clay Etowah Talladega	[1] [4] [4]
			Dist	rict Th	ree [38]			
	Baldwin Dallas Mobile Wilcox	[3] [4] [12] [2]	Choctaw Escambia Monroe	[1] [3] [2]	Clarke Lowndes Sumter	[3] [2] [2]	Conecuh Marengo Washington	[1] [2] [1]
			Dist	rict Fo	ur [31]			
	Barbour Covington Henry Russell	[2] [3] [1] [3]	Bullock Crenshaw Houston	[1] [1] [4]	Butler Dale Macon	[3] [3] [3]	Coffee Geneva Pike	[2] [2] [3]
	District Five [43]							
	Bibb Hale Perry Tuscaloosa	[1] [2] [2] [4]	Chilton Jefferson Pickens Walker	[2] [15] [2] [4]	Fayette Lamar St. Clair	[1] [1] [3]	Greene Marion Shelby	[2] [2] [3]
	State Office [18]							

P&P\Emergency Response\Disaster Response Plan



State of Alabama Department of Human Resources

Letters Regarding Disaster Issues



Together, we can save a life

American Red Cross Southeast Service Area 950 22n~ Street North, Suite 975 Birmingham, AL 35203

June 16, 2005

Bruce Baughman, Director, Alabama Emergency Management Agency Dr. Don Williamson, Director, Alabama Public Health Department Ray Sherer, DPH Emergency Services Director Dr. Eischold, Mobile County Public Health Department Charles Johnson, Community Involvement Coordinator, State DHR Perry Martin, Bureau Chief for Field Services and Operations AEMA

Dear Alabama Medical Needs Committee,

The American Red Cross is committed to providing sheltering and feeding for the general population. General population shelters may be open in anticipation of a disaster, during an evacuation, or after a disaster occurs. We strive to provide a safe and secure environment for the evacuees and individuals that may have had damage to their homes.

American Red Cross does not have the technical skill, risk protection or the resources to provide administration of, or supplying material or specialized feeding to auxiliary medical facilities for special or medical needs clients.

Management of medical needs facilities is beyond scope of services allowed by American Red Cross Disaster Health Services Protocols. American Red Cross does not allow local chapters to accept the responsibility for managing these types of facilities.

The American Red Cross recruits volunteers who bring many skills to our organization. However, we do not specifically recruit staff with specialized medical training. We do provide basic medical oversight to our general population shelters, but that care, even if provided by a nurse, is limited by our protocols to only basic first aid.

Additionally our volunteers do not have the specialized dietary expertise to create meals for special needs clients. Our capacity to run a separate kitchen to support a medical needs facility does not exist. Our arrangements in the community for feeding the general public do not include the capacity to provide meals with special dietary needs.

At the request of appropriate public health officials, local Red Cross units *may* provide limited feeding support, provided resources are available for such support without interfering with other service delivery. This feeding support will be the same as other recipients of American Red Cross feeding operations. American Red Cross workers can not deliver food when weather conditions make travel dangerous.

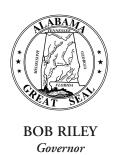
American Red Cross does not have the logistical system or contracts to provide specialized medical equipment. The regular bedding used (cots) are not conducive to special medical needs clients.

If the local American Red Cross chapter, County EMA and the local Public Health Department decide to co-locate a medical needs facility with an American Red Cross shelter, the American Red Cross will supply all residents with an equal basic level of service. The standard American Red Cross evacuation shelter provides very limited comfort items and food, sometimes only snacks and water. In most cases, this would be insufficient to provide for any special medical or dietary needs of the medical needs facility clients. Any specialized medical equipment or food needed by patients in the medical needs facility, even if co-located with an American Red Cross shelter, is the responsibility of the individual or the Public Health Department. Management of the medical needs section of the building remains with the Public Health Department. Doctors and other medical staff who work with patients in these units are under the guidelines of public health, and liability for their performance would not be covered by American Red Cross.

For the above stated reasons, we can not make a commitment to the state and residents of Alabama to provide any specialized service in a medical needs facility, whether located separately or co-located with and American Red Cross shelter. We are not equipped to provide service to meet special medical needs, nor are we legally covered to do so.

We continue to be committed to the state and residents of Alabama to provide the most immediate, appropriate, safe and secure environment for the general population in the event of any type of disaster situation.

Alan Ball
Manager, Preparedness & Response
American Red Cross Southeast Service Area



State of Alabama Department of Human Resources

S. Gordon Persons Building 50 Ripley Street P.O. Box 304000 Montgomery, Alabama 36130-4000 (334) 242-1310 www.dhr.state.al.us

May 4, 2006



Page B. Walley, Ph.D. Commissioner

TO: **County Directors**

Division Directors

Thomas A. King, Director FROM:

Personnel Office

SUBJECT: Hurricane Season Overtime Pay

NO: 2006-2

We have received approval from the State Personnel Board to pay overtime to employees in FLSA non-exempt classifications needed to assist in the department's disaster plan to help individuals affected by a hurricane during the upcoming hurricane season.

Should hurricane damage occur and services be needed these non-exempt employees will assist in the operation of emergency shelters throughout the state and processing applications for emergency food and financial assistance. Please note that only employees in the classifications listed on the attached sheet are eligible to receive overtime payments.

If this overtime pay must be utilized, you will be notified at that time as to how leave slips are to be completed in order to provide timely payments. It is important to note that overtime at time and one-half the employee's hourly rate applies to those hours physically worked over 40 in a week. In workweeks where hours earned exceed 40 and the employee uses leave, payment will be at straight time rather than time and one-half.

Approval of this overtime pay prior to the hurricane season is part of our efforts in preparing for the upcoming hurricane season. If you have any questions, please do not hesitate to contact Belle Souza, Leave Unit Supervisor, at 334-242-1810 or Attnet 220-1810.

Enclosure

TAK/KL

Cc: Commissioner Walley

Deputy Commissioners

District Administrative Specialists

Class Codes	Class Title
10121	Clerk
10124	Clerk IV
10142	Clerk Steno II
10143	Clerk Steno III
10144	Clerk Steno IV
10196	Administrative Support Assistant I
10197	Administrative Support Assistant II
10198	Administrative Support Assistant III
10172	County Welfare Office Assistant II (T)
10173	County Welfare Office Assistant III (T)
10201	Telephone Operator I
10410	Data Entry Operator
10525	IT Systems Technician
10526	IT Systems Technician, Sr.
10601	Account Clerk
10605	Accounting Technician
10611	Accountant
10612	Staff Accountant
10830	Personnel Assistant I
10831	Personnel Assistant II
10832	Personnel Assistant III
11501	Docket Clerk
11503	Legal Research Assistant
50113	Senior Economic Assistant Specialist (T)
50221	Senior Social Worker
50222	Financial Support Supervisor
50223	Service Supervisor
50224	Senior Social Work Supervisor
50227	Human Resources Program Specialist
50246	Social Service Caseworker
50247	Financial Support Worker
50248	Social Worker
90101	Laborer
90597	Plant Maintenance Supervisor I



Jackie Graham State Personnel Director Paul D. Thomas Deputy Director

STATE OF ALABAMA

PERSONNEL DEPARTMENT

300 Folsom Administrative Building
Montgomery, Alabama 36130-4100
Telephone: (334) 242-3389 Fax: (334) 242-1110
www.personnel.state.al.us
April 19, 2006



State Personnel Board
Joe Dickson
James Anderson
John McMillan
Ellen G. McNair
Joyce P. O'Neal

Dr. Page Walley, Commissioner Department of Human Resources Montgomery, Alabama

Dear Dr. Walley:

At its meeting today, the State Personnel Board approved your request to pay overtime to an estimated 350 FLSA non-exempt employees needed to assist in the disaster program to help individuals affected by any storms during the upcoming hurricane season. These employees will be operating emergency shelters throughout the state and processing applications for emergency food and financial assistances 3031—72.

Classifications included in the request are:

Class Code	Class Title R
10121	Class Title Clerk Clerk IV Clerk Steno II
10124	Clerk IV
10142	Clerk Steno II
10143	Clerk Steno III
10144	Clerk Steno IV
10196	Administrative Support Assistant I
10197	Administrative Support Assistant II
10198	Administrative Support Assistant III
10172	County Welfare Office Assistant II (T)
10173	County Welfare Office Assistant III (T)
10201	Telephone Operator I
10410	Data Entry Operator
10525	IT Systems Technician
10526	IT Systems Technician, Sr.
10601	Account Clerk
10605	Accounting Technician



Dr. Page Walley Page 2 April 19, 2006

Class Code	Class Title
10611	Accountant
10612	Staff Accountant
10830	Personnel Assistant I
10831	Personnel Assistant II
10832	Personnel Assistant III
11501	Docket Clerk
11503	Legal Research Assistant
50113	Senior Economic Assistant Specialist (T)
50221	Senior Social Worker
50222	Financial Support Supervisor
50223	Service Supervisor
50224	Senior Social Work Supervisor
50227	Human Resources Program Specialist
50246	Social Service Caseworker
50247	Financial Support Worker
50248	Social Worker
90101	Laborer
90597	Plant Maintenance Supervisor I

It is important to note that overtime at time and one-half the employee's hourly rate applies to those hours physically worked over 40 in a week. In work weeks where hours earned exceed 40 and the employee uses leave, payment should be at straight time rather than time and one-half.

This approval is for the period April 19, 2006 through April 30, 2007 and should not exceed \$350,000.00.

Please submit monthly reports on overtime usage to our department.

Sincerely,

Jackie Graham

State Personnel Director

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c: Mr. Thomas (Butch) King



State of Alabama Department of Human Resources

S. Gordon Persons Building
50 Ripley Street
P.O. Box 304000

Montgomery, Alabama 36130-4000
(334) 242-1310

www.dhr.state.al.us



Page B. Walley, Ph.D. Commissioner

May 4, 2006

MEMORANDUM

TO: County Directors

Division Directors

FROM: Thomas A. King, Director

Personnel Office

SUBJECT: Sleep Time During Hurricane Disaster Relief

NO: 2006-4

Below is information relating to the amount of hours non-exempt employees are entitled to claim when working in shelters during hurricane disaster relief. The following are regulations from the Department of Labor's Wage and Hour Division concerning overtime worked in overnight situations.

"Sleeping Time and Certain Other Activities: An employee who is required to be on duty for less than 24 hours is working even though he/she is permitted to sleep or engage in other personal activities when not busy. An employee required to be on duty for 24 hours or more may agree with the employer to exclude from hours worked bona fide regularly scheduled sleeping periods of not more than 8 hours, provided adequate sleeping facilities are furnished by the employer and the employee can usually enjoy an uninterrupted night's sleep. No reduction is permitted unless at least 5 hours of sleep is taken."

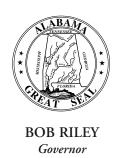
This information will assist our agency should we have to man shelters during our hurricane disaster relief efforts. If you have any questions, please do not hesitate to contact Belle Souza, Leave Unit Supervisor, at 334-242-1810 or Attnet 220-1810.

TAK/KL

cc: Commissioner Walley

Deputy Commissioners

District Administrative Specialists



State of Alabama Department of Human Resources

S. Gordon Persons Building 50 Ripley Street P.O. Box 304000 Montgomery, Alabama 36130-4000 (334) 242-1310 www.dhr.state.al.us



Page B. Walley, Ph.D. Commissioner

May 4, 2006

TO: **County Directors**

Division Directors

Thomas A. King, Director Personnel Office FROM:

SUBJECT: Hurricane Season Employment of Retired State Employees

NO: 2006-3

In preparation for the upcoming hurricane season, we are providing you with information regarding the appointment of retired state employees. Should such an unfortunate event arise, we believe that there is a need to be well equipped and ready to take immediate action.

Enclosed you will find a listing of employees who have retired from your office. Should hurricane disaster relief become necessary we want to have all retired state employees already placed on the appropriate employment registers. To assist in doing this, please utilize this list by contacting each retired employee to inquire of their interest in working disaster relief this upcoming hurricane season. If they express an interest, you will need to inform them that they will be placed on standby and make sure they understand that they may be called upon with little or no advance notice should a hurricane occur.

Also, enclosed is information regarding the Retired State Employee classification and appointment process. Please note that if an individual has been retired for more than four years they will need to complete a State employment application. Once completed, please have the application sent or faxed (334-242-8339) to DHR Personnel for placement on the Retired State Employee register. Individuals who retired from the State within the past four years, will need to send or fax a letter (including name, social security number, address, and telephone number) to DHR Personnel requesting their name be placed on the Retired State Employee reemployment register. The specific option, Clerical/Semi-Skilled, Technical/Paraprofessional, or Professional, for



State of Alabama

Department of Human Resources

DEPARTMENT OF HUMAN RESOURCES EVACUEE SHELTER POLICY

5-30-06

In accordance with Emergency Support Function #6 (Mass Care), Department of Human Resources employees will be required to work in evacuee shelters before, during, and after a disaster. Directors in each county DHR office will develop a plan in coordination with county officials, the local EMA office, the Red Cross, and other community partners, to insure that both general and medical needs shelters are appropriately staffed by DHR employees and/or employees or volunteers from other community resources and agencies. The number of available DHR personnel in each county may limit the ability of DHR to fully staff all shelters within a county.

Unless an alternate plan has been developed with the county EMA, County Directors should plan to staff evacuee shelters for up to 72 hours. County DHR staff will not be required to staff shelters for more than 72 hours except in extraordinary circumstances as determined by the DHR Commissioner. If it is determined that shelters need to remain open for longer than 72 hours, DHR staff from all 67 county offices and the State DHR Office may be tasked by the Commissioner to assist the affected counties in staffing shelters and performing other post disaster activities.

Shelter duties of the DHR county director and DHR county employees include, but may not be limited to, the following:

- Coordinate the opening, closing, and operation of the shelter facility;
- Coordinate with other agencies to insure the shelter has adequate supplies and food;
- Insure that the shelter meets necessary building and fire codes;
- Register evacuees who enter the shelter:
- Perform other administrative duties as needed.

DHR staff should not perform any medical duties or assist evacuees with medical or health needs. DHR staff are not trained to perform medical duties and doing so could injure the evacuee and place an employee in the position of acting outside of the line and scope of his or her duties and responsibilities. DHR county directors should insure that the county EMA or county officials provide EMT personnel or other medically trained individuals to staff the shelters and handle any medial or health related needs of the evacuees.



State of Alabama

Department of Human Resources

Medical Needs Shelters

The State EMA has designated certain shelters as medical needs shelters. DHR staff will perform all administrative duties as outlined above in these shelters. The Department of Public Health will provide medical staff who will perform all medical and health related duties in the medical needs shelters and will set the criteria for admittance of evacuees to these shelters. DHR is not responsible for providing special meals for evacuees on special diets. Evacuees in the medical needs shelter who are on special diets are required to bring their own food with them to the shelter.

DHR county offices are tasked to staff only the medical needs shelters designated by the State EMA. County directors must obtain permission from the DHR Commissioner before agreeing to staff a locally designated medical needs shelter.

Hurricane Evacuee Shelters

Hurricane shelters must meet additional safety requirements before being staffed by DHR employees. If a shelter is located in an area where Category 2 or higher hurricane winds are forecast, the building where the shelter is located must be certified as being capable of withstanding the forecasted winds. This certification may be made by the American Red Cross, an independent structural engineer, or other qualified person or organization. The county director must have the certification in writing before staffing a shelter in an area where category 2 or higher winds are forecast.

If the Governor orders a mandatory evacuation of an area, DHR staff will be required to work in shelters in those areas if the building is certified, as described above, as being capable of withstanding the forecasted winds.



ATTACHMENT I

Alabama Voluntary Organizations Active in Disaster

Members and Resource Listing

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

REVISED October 14, 2005

This is an Inter-Agency Resource

AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE AREA	SERVICE PROVIDED/ASSISTED
ACES/Auburn University	Evelyn F. Crayton 107A Duncan Hall Auburn University, AL 36089	334-844-2224 craytef@auburn.edu		
	Jean Weese	334-844-3269 weesesj@auburn.edu		
Adventist Community Services- Disaster Response	Ray L. Elsberry 4625 Meadow Lane Dora, AL 35062	205-648-3806 334-467-5174 elsberrr@juno.com	All declared counties	Warehouse/distribution management
www.adventist.org	Barbara Barnes 13881 Phares Hinton Rd. Tuscaloosa, AL 35405	205-758-3001 adr_al@bellsouth.net		
	David Miller P. O. Box 240249 Montgomery AL 36124	334-272-7493 ext. 109 miller88@bellsouth.net		
	Mary Rose Ford 4365 Heathersage Cir. Tuscaloosa, AL 35405-7772	205-553-0095		

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

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AGENCY	CONTACT	PHONE NUMBERS & EMAIL		SERVICE
			AREA	PROVIDED/ASSISTED
Amateur Radio	Jay Isbell	205-424-9993 home	State Wide:	Provide and repair emergency
Emergency Service	2290 Quail Drive	205-910-6446 cell	Organized	communications
	Bessemer, AL 35022	jay@arksupplies.com	around state and	
			county EMA	
	Greg Sarratt	256-337-3636		
America's Second	Tom Ferraro	703-463-8095		
Harvest Network	JFO Montgomery			
	John Krakowski	703-463-8095		
	JFO Montgomery			
American Legion 10	Jackie Antalan	334-270-1166		
	P. O. Box 242	bbcjant@yahoo.com		
	AL			
American Red Cross	Cornelia W. Bush	corneliabush@yahoo.com		Emergency sheltering, individual
	Operational HQ			emergency assistance, additional
				assistance for unmet needs and
www.redcross.org	Warren Rathke	571 226 9264 (deals)		mental health services.
www.redeross.org	Operational HQ	571-226-8264 (desk) 214-663-3955		
	Operational HQ	214-003-3933		
	Brooke Cochran	205-458-8218		
	Diooke Cochian	205-966-8811 Cell		
		CochranB@usa.redcross.org		
		Coefficient & distributions.org		

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

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AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE	SERVICE
			AREA	PROVIDED/ASSISTED
American Red Cross –	Eileen Lewis	205-458-8270		General family assistance;
Birmingham Area	950 22 nd Street N.	lewisei@usa.redcross.org		Assist with building materials;
Chapter	Suite 750			Manage volunteers;
Chapter	Birmingham, AL 35203			Provide family counseling;
	D 1 C 1	205 450 0210		Provide case work
1	Brooke Cochran	205-458-8218 205-966-8811 Cell		responsibilities;
www.redcross.org		CochranB@usa.redcross.org		Emergency sheltering, individual emergency assistance, additional
		Cochiand & usa.reacross.org		assistance for unmet needs and
				mental health services.
				Feeding & Medical assistance
	Towns Products	800-264-1225 EXT. 229		Child care/children services;
Baptist:	Tommy Puckett P. O. Box 11870	334-288-2460 x 229		Building & Repair;
- 	Montgomery, AL 36111-0870	334-224-2082 cell		Management of Volunteers;
Alabama Dantist Ctata	Wionegomery, 742 30111 0070	334-270-0820 home		Spiritual Support;
Alabama Baptist State		334-288-2693 fax		Provide food service: 4 feeding
Convention		tpuckett@alsbom.org		units capable of 15,600 meals per
				day.
				Have a water purification system; Provide cleanup and debris
				removal, chainsaws and trailers.
				Provide showers/laundry trailers;
				Communication units.

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

REVISED October 14, 2005

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This is an Inter-Agency Resource		DIVONIE NIVINEREZ A TOTAL		CEDIT CE
AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE	SERVICE
			AREA	PROVIDED/ASSISTED
Birmingham Baptist Association	Mark Lawley 2501 12 th Ave. North Birmingham, AL 35234	205-251-7161 Office 205-251-3294 Fax 205-903-9486 Cell MARKL@BBAONLINE.ORG		Child Care, Management of Volunteers, Skilled Labor, Spiritual Support and Mass Feeding
Catholic Social Services	Susan Meehan 4455 Narrow Lane Rd. Montgomery, AL 36117	334-288-0598 smeehan@cssalabama.org		Assist with transportation; Provide donated goods; Provide help for elderly/special needs; Child care (adoption/pregnancy support) General family assistance Manage volunteers; Spiritual support Casework responsibilities; Mental health assistance counseling; Charitable pharmacy help;

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

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AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE AREA	SERVICE PROVIDED/ASSISTED
Christian Service Mission	Mike Hobson 3600 Third Avenue S Birmingham, AL 35222	205-252-9906 ext. 303		
	Rhonda Marshall 3600 Third Avenue S Birmingham, AL 35222	205-252-9906 ext. 307 Rhonda@ChristianServiceMission.org		
Church World Services www.churchworldservice .org	Charles Moeller 143 Oakdale Drive Morganton, NC 28655	828/433-8142 828/439-1914- Cell 828/433-9883- Fax 888/300-4425- Pager cfmldr@vistatech.net	All declared counties	Convene local churches and faith organizations to form interfaith organizations.
City of Birmingham – Community Development	Lake Charles 710 North 20 th Street Birmingham, AL 35203	205-254-2140 Office 205-254-2282 Fax lacharl@ci.birmingham.al.us		Management of Volunteers and

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

REVISED October 14, 2005

This is an Inter-Agency Resource

This is an inter-Agency Resource					
AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE	SERVICE	
			AREA	PROVIDED/ASSISTED	
Episcopal Disaster Relief	Roland Ficken Episcopal Coordinator Canterbury Chapel Tuscaloosa, AL 35401	205-345-9590 Day 205-242-8059 Cell 205-345-3909 24 Hour Emergency rpvmficken@comcast.net		Donated goods, assistance with costs for Building Materials, management of Volunteers, Spiritual Support and some Financial Support.	
EMA Alabama EMA	James (Bill) W. Atchison 925 Runningbrook Dr. Prattville, AL 36066 Darrand Cleckler 5898 County Road 41 P. O. Drawer 2160 Clanton, AL 35046	205-280-2241 billa@ema.alabama.gov 205-280-2285 darrandc@ema.alabama.gov			
EMA Baldwin County	James R. Mullins 700 N. McKenzie St.	251-943-2110 mullinsj@gulftel.com			

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

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This is an Inter-Agency Resource

AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE AREA	SERVICE PROVIDED/ASSISTED
EMA Etowah County	Marie Bankson P. O. Box 267 Gadsden, AL 35902	256-549-4575 mbankson@cityofgadsden.com		
FEMA www.fema.gov	Ken Skalitzky Voluntary Agency Liaison Region IV 3003 Chamblee Tucker Road Atlanta, GA 30341	770/220-5220 770/220-5344- fax 800-759-8888 Pager 165-8326 PIN ken.skalitzky@DHS.gov	All declared counties	FEMA liaison with faith, volunteer, and non-profit agencies/organizations Check on FEMA assistance for apps

Alaba This is an Inter-Agency Resource	Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List REVISED October 14, 2005				
Governor's Office of Faith Based Community Initiative	Sydney Hoffman 100 Union Street Suite 134 Montgomery AL 36130	334-242-7110 Sydney.hoffman@servealabama.gov			
	Alison Welty 100 Union Street Suite 134 Montgomery AL 36130	334-242-7110 Alison.welty@servealabama.gov			
	Lisa Castardo 100 Union Street Suite 134 Montgomery AL 36130	334-242-7110			

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

REVISED October 14, 2005

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This is an inter-Agency Resourc	E		
Lutheran Ministries of Alabama/Lutheran Disaster Relief	Mel Brackman Lutheran Coordinator 2112 CR 421 Cullman, AL 35057	256-339-8558 brackmanme@aol.com	Donated goods, assistance with costs for Building Materials, management of Volunteers, Spiritual Support and some Financial Support.
	Larry Wilson 1300 Beacon Pkwy. E. Suite 405 Birmingham, AL 35209	ddwilson7@earthlink.net	
	Eldon Zimmerman 3101 Overton Dr. Homewood, AL 35209	205-879-2740 mrzee@unidial.com	
Mennonite Disaster Services www.mds.mennonite.net	Roland Stutzman	205-924-4385 rolandlinda@juno.com	Clean up, repairs, and rebuilding by skilled volunteers; special emphasis on elderly, handicapped
SAAR-MW	Billie Jean Young	205-654-2852 bjy@tds.net	
St. Vincent de Paul	David Baker 625 Airport Road Huntsville, AL 35802	256-882-0040 bakerhd@mindspring.com	

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

REVISED October 14, 2005

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AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE	SERVICE
			AREA	PROVIDED/ASSISTED
The Salvation Army	Bill Feist NVOAP 1450 Riverside Drive Jackson, MS 39202	601-969-7560 601-421-1496 Bill_Feist@uss.salvationarmy.org		Donated goods and clothing; General Family Assistance; Management of Volunteers; Spiritual Support; Family Counseling;
www.salvationarmy.org	Capt. Matthew Riley P.O. Box 11001	205-252-6616 205-966-3469 cell matthew_riley@uss.salvationarmy.org mainhockma@aol.com		Assist with case work responsibilities; Prepare and serve food; Provide volunteer workers for shelters (sometimes);
	2410 8 th Ave. N. Birmingham, AL 35201 Capt. Bert Lind P. O. Box 485	205-966-4862 ber_lind@uss.salvationarmy.org		
	Bessemer, AL 35020 Flo Knox	314-306-5354 fewk@aol.com		
	Barbara Johnson-Brown P. O. Box 4839 Montgomery, AL 36103	334-265-0281 Barbara.johnson@uss.salvationarmy.org		

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

REVISED October 14, 2005

This is an Inter-Agency Resource

AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE	SERVICE
			AREA	PROVIDED/ASSISTED
The Salvation Army (Birmingham) www.salvationarmy.org	Major Mark Brown Area Commander 2100 11 th Ave. North Birmingham, AL 35234 John Stamps Director of Social Services 2100 11 th Ave. North Birmingham, AL 35234	205-328-2420 Day 205-966-8084 Cell mark_brown@USS.salvationarmy.org 205-328-5656 Day 205-296-1968 Cell john_stamps@USS.salvationarmy.org	All declared counties	Food pantry, donated goods, and clothing, family counseling
United Methodist: Alabama-West Florida Conference Disaster Response (UMCOR Partner) www.umcor.org	David C. Stewart 3302 County Road 6600 Troy AL 36081 Clyde Presley 6333 Piccadilly Square Dr. Mobile, AL 36609	334-281-6381 334-240-6994 brotherdaves@yahoo.com 866-340-1956 251-340-1985 251-591-8508 cell cpressley@awfumc.org	South Alabama and West Florida	Spiritual and emotional care to disaster victims; Repair and rebuilding assistance; case management training

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			AREA	PROVIDED/ASSISTED
United Methodist: North Alabama Conference Disaster Response (UMCOR Partner) www.umcor.org	Richard L. Stryker Conference Coordinator 503 S. Main Avenue Sylacauga, AL 35150 Patrick Friday 898 Arkadelphia Road Birmingham, AL 35204	256-245-6650 256-245-2301 Church 256-510-0327 cell rstryke3@bellsouth.net 205-226-7955 205-529-4209 cell pfriday@northalabamaumc.org	Central and North Alabama	Provide donated goods including clean-up kits; General family assistance; Building and repair; Provide building materials; Manage volunteers; Spiritual support; Train case managers and participate in case management; Some churches are certified Red Cross shelters;
United Way of America www.unitedway.org	Robbie Sorensen 11846 Simpson Road Clarksville, MD 21029	301-617-0116 robbinsorensen@mac.com		Coalition of non-profit agencies

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			AREA	PROVIDED/ASSISTED
United Way of Alabama www.unitedway.org	Becky Booker P. O. Box 6135 Montgomery, AL 36117	334-264-7318 becky@doingwhatmatters.org		Coalition of non-profit agencies
		205-755-5875		
	Gwyn Loyd P.O.Box 1104 Clanton, AL 35045			
United Way of Central Alabama www.unitedway.org	Ken Smith Director P. O. Box 320189 Birmingham, AL 35232	205-458-2069 Day 205-323-2872 Fax KSMITH@UWCA.ORG		Coalition of non-profit agencies

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List REVISED October 14, 2005 This is an Inter-Agency Resource VOAD Baldwin County Brenda Lee 251-968-7369 brendalee@gulftel.com 251-968-7369 brendalee@gulftel.com 251-968-7369 brendalee@gulftel.com

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List

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AGENCY	CONTACT	PHONE NUMBERS & EMAIL	SERVICE AREA	SERVICE PROVIDED/ASSISTED
VOAD Etowah County	Vernon Lee & Kay Lee 177 Hood Road Rainbow City, AL 35906	256-442-8604 256-390-3332 lee5912@belsouth.net		

July 21, 2006 Page 14

Alabama Voluntary Organizations Active in Disaster (ALVOAD) Members and Resource List REVISED October 14, 2005 This is an Inter-Agency Resource **VOAD** 251-433-4456 **Penny Dendy** pdendy@volunteermobile.org **Mobile County** 1050 Government St. Mobile, AL 36604 251-583-1513 Mark Dillaber mdillaber@volunteermobile.org 700 Magudia Rd. Mobile AL 36606 334-264-4636 Volunteer & Provides volunteers and **Candy Strickland** cstrickland@volunteer-info.org volunteer opportunities, promotes **Information Center**; 312 Montgomery St. volunteerism 211 Connect Suite 303 P. O. Box 4206 Montgomery, AL 36103 334-264-4636 Rebecca Fox rfox@volunteer-info.org 312 Montgomery St. Suite 303 P. O. Box 4206 Montgomery, AL 36103

July 21, 2006 Page 15



State of Alabama

Department of Human Resources

ADDITIONAL INFORMATION

Information and telephone numbers regarding services to evacuees and their families as well as other helpful information may be found on the Department of Human Resources Web site www.dhr.state.al.us.

Each county director will maintain a copy of the Departmental Emergency/Disaster Activation list in his/her possession at all times in the event it becomes necessary to contact staff during non-duty hours. This list will not be available to the general public since the list contains non-published numbers for some staff.

Frequently Used Numbers

State Emergency Management Agency		1.205.280.2312
State Emergency Operations Center		1.205.280.2310
Charles H. Johnson	(EOC Floor)	1.205.280.2318
	Office	1.334.242.9280
	Cellular	1.334.239.1962
	Home	1.334.874.8169



ATTACHMENT II

Alabama Department of Human Resources

2006 Hurricane Preparedness